

Initiation and Planning Project Status Report

Project Name: SOV Voice over Internet Protocol
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Report Date: 3/4/2015
Report Period: 01/30/2015 – 2/28/2015

Project Summary Status: **GREEN**

Status Indicators: Green for **OK**, Yellow for **Issues under control** and Red for **In Jeopardy**.

Initiating High Level Deliverables:

Deliverable	Status	Complete
Project Charter	In Progress	<i>Est. 3/06/2015</i>
Presentations	Not Started	<i>4/7/2015</i>
IT ABC Form (Business Case & Cost Model Analysis)	Conditionally Approved Scope change: Updates completed on conditionally approved IT ABC	<i>4/16/2015</i>
Independent Review	SOW Published	<i>Est. week of 5/4/2015</i>
Vendor Selection	Not Started	<i>Est. week of 5/4/2015</i>
Contract	Not Started	<i>Est. 8/26/2015</i>

Overview:

The State seeks to systematically transition State government locations currently using Centrex/ISDN/Fax lines for voice services to an IP Telephony solution, utilizing existing data circuits. After lengthy discussions about the scope of this project, we have decided to move away from a Unified Communications approach to a focused Voice over Internet Protocol (VoIP) solution. By doing this, we are increasing the potential for project success, i.e. creating an IT infrastructure that will support any future State Unified Communications needs.

The DII members of the project team are finalizing the draft Project Charter. The Project Managers will be seeking two or three representatives from other Agencies and Departments to complete the project team. A project schedule is drafted and it has become clear that competing priorities may impact the project schedule. The business lead and project managers continue to identify alternative approaches to other priorities and this project to allow for an aggressive procurement timeline.

Current Period's Accomplishments:

- Trained proposal evaluation team on evaluation tools and process.
 - Project Charter submitted for e-signature approval.
 - Independent Review SOW posted for bids.
 - RFP responses received on 2/27/2015 (bid opening postponed).
 - Beginning initial proposal evaluations.
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Next Period's Planned Accomplishments: (3/1/2015 – 3/31/2015)

- Receive e-signature approval on the Project Charter.
 - RFP response evaluations.
 - Prepare for presentations.
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